

City of Dallas
Classification Specification

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| Title: | Sanitarian | Class Code: | 06206 |
| Application: | Career Series | Pay Grade: | G |
| Supplemental/Code: | Technical/3 | Established: | 10/01/94 |
| FLSA Status: | Non-Exempt | Revised: | 01/01/09 |

Position Purpose:

Monitors establishments to enforce federal, state, and city regulations governing issuance of food permits to promote and protect the health, safety and well being of the citizens of Dallas.

Essential Functions:

1. Inspects, monitors and surveys establishments to evaluate environmental health and sanitary conditions to ensure compliance with state and local laws and regulations governing food sales and air quality.
2. Issues notices of violation and/or citations or closures to enforce compliance with ordinances, laws and regulations governing food preparation or storage.
3. Establishes working relationships with local business owners to explain federal, state and local laws and regulations regarding various environmental, health, and safety issues.
4. Maintains documentation related to compliance violations obtained through investigation and inspections to monitor success of enforcement initiatives.
5. Keeps abreast of recent revisions to laws, regulations and ordinances to ensure proper enforcement of applicable regulations and laws.
6. Provides testimony during hearings and trials for prosecution of violators of applicable Dallas City Codes or state and federal regulations.
7. Regular, reliable and punctual attendance is an essential function of the job.

Knowledge, Skills and Abilities Required to Perform Work:

Knowledge of public laws, ordinances, and regulations impacting and governing environmental health and sanitary controls.

Knowledge of the principles and applications of physical and biological sciences used in the investigation of food-borne illnesses and other environmental health issues.

Ability to conduct thorough inspections.

Ability to understand technical terminology related to food sanitation regulations.

Ability to communicate effectively both orally and in writing.

Ability to establish and maintain an effective working relationship with all levels of management, city officials, vendors, other government agencies, other employees and the general public.

Must be a registered professional Sanitarian in the State of Texas. Primary Driver.

Must be able to obtain a Texas drivers license.

Working Conditions and Hazards:

Primary job duties performed in the field.

Subject to walking, bending, and stooping.(need to be specific)

May be subject to toxic fumes.

The above statements are intended to describe the general nature and level of work performed by personnel assigned to this classification and is not necessarily an exhaustive list of all responsibilities, duties and skills required.